

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, August 28, 2017, at 5:30 PM in the Municipal Building.

**PRESENT:** Norma Zimmer, Mayor  
John Buker, Trustee  
Michelle Grybowski, Trustee  
Nancy Hyde, Trustee

**ABSENT:** Tony Randazzo, Trustee  
Kevin Patenaude, Police Chief  
Jeff Overstrom, W/WW Manager

**OTHERS:** Terry Jones, DPW Superintendent  
Geneva Phelps Miller, Treasurer/Interim Clerk  
Josh David, Provisional Police Sergeant

**VISITOR(S):** Joe Dudiak, Clayton Diving Club

**Community Residents:**  
See sign-in sheet (on file in Clerk's office)

**Pledge of Allegiance/Call to Order:**

Mayor Norma Zimmer led the Pledge of Allegiance and called the regular meeting to order at 5:30 p.m.

**Police Report:**

Kevin Patenaude, Police Chief, was absent. The Board reviewed the activity report submitted by the Chief. Trustee Grybowski presented a **MOTION** to extend Josh David's appointment as Provisional Police Sergeant for another year, as recommended by Chief Patenaude, which will allow him to take the Civil Service sergeant's exam next summer. Trustee Buker seconded; the motion was carried.

**DPW Report:**

DPW Superintendent Terry Jones presented the activity report. Paving on Graves Street will begin soon, and affected property owners will be advised of the paving schedule. The Annual Brush Pickup is scheduled for October 2, 2017. New this year: leaves must be separated from branches (i.e., leaves in clear bags; branches set aside). Sewer jetting will commence after Labor Day.

Supt. Jones announced several new signs were put up recently. After discussion, Trustee Buker presented a **MOTION** to approve a new stop sign at the Theresa/Mary Street intersection, a new dead-end sign on Mary Street at the Franklin Street intersection, and a new stop sign on Wahl Drive. Trustee Grybowski seconded; the motion was carried. A local law will be drafted to include these new signs.

In response to Trustee Grybowski's inquiry regarding installation of temporary speed bumps on Village streets, Supt. Jones stated he consulted Chief Patenaude, and temporary speed bumps may be installed on private property, but are not allowed on Village streets. Yellow 20 mph signs have been installed on Strawberry Lane as an aid to slowing traffic down.

Supt. Jones then presented a draft request for quotes for work to be performed at the Library building (owned by the Village). Trustee Buker presented a **MOTION** to publish the Request for Quotes in the *Thousand Islands Sun* for roof repairs, vent pipe installation, fascia board and exterior door and lock replacement at the Hawn Memorial Library building. Trustee Hyde seconded; the motion was carried.

Trustee Grybowski noted the center circle of Village Square Park is in desperate need of improvement. It has become overgrown with weeds, and is very unattractive. The Board agreed, and suggested the center portion be converted to a concrete section, perhaps a square rather than a circle, to improve maintenance and appearance.

**Visitor(s):**

Joe Dudiak of the Clayton Diving Club presented a preliminary proposal for an underwater dive park along the shores of the Village. The Club has been considering the proposal for some time, and believes it would provide a great opportunity for divers to come enjoy the area and the village. He inquired of the Board whether they believe it is worth pursuing. Underwater figures would be concrete, making them maintenance free and environmentally friendly. The Club considered two potential sites,

and determined that in front of the Thousand Islands Regional Dock at Frink Park and along the shoreline where the Riverwalk runs to the attenuator at the Town docks.

Should the Board decide to proceed, the Club requires assistance in two areas. Underwater figures are considered by the DEC to be mooring balls, and the Village/Town would need to obtain approval for the sites planned in the park. Second, additional liability insurance may be required, which would need to be obtained by the Village and/or the Town.

Mr. Dudiak said the statues and other items would be added as the Club obtained funding. There would be little to no cost to the Village other than signage and assistance in setting the statues into the water.

Trustee Buker inquired whether divers now swim to the attenuator or past it. Mr. Dudiak stated it is up to the individual diver, but many dive along the ledge in front of the Regional Dock, as it is a good place to find fish. The water rises to 30-25 feet closer to the attenuator. Trustee Buker stated that at first glance it seems like a great idea! Trustee Buker agreed to be assigned as Board liaison to the Clayton Dive Club, but noted that the Club should also present its proposal to the Town, as the Town maintains the public easement along the Riverwalk from Frink Park to the bath house at the Town Docks. It is important that water access continues to be accessible to the public.

### **Water/Wastewater Report:**

W/WW Manager Jeff Overstrom presented the monthly activity report. The Wastewater Treatment Facility Emergency Response Plan (ERP) was updated following the annual review (contacts / plan holders, etc.). The original is on file in the Clerk's office. Mr. Overstrom reported contracts for construction for the Water System Improvement Project have been awarded; construction should begin in mid-September. A notice will be published in the *Thousand Islands Sun*, as well as posted to the Village website, to notify the public of the construction project. Discussion was had regarding recent wet weather and alarm occasions, as well as overflows experienced as a result.

### **Consent Agenda:**

1. DRAFT Meeting Minutes August 14, 2017
2. Payroll #6 (Week #35)
3. Abstract #6 - \$33,599.60

General Fund	Voucher(s) A18-193 – A18-214	11,649.30
Water Fund	Voucher(s) F18-044 – F18-047	5,382.98
Sewer Fund	Voucher(s) G18-070 – G18-079	16,567.32
4. Capital Projects

27-Water System Improvements (#25)	Voucher(s) H027-046 thru H027-047	6,700.00
29-Clayton Historic District (#17)	Voucher(s) H029-036 thru H029-037	2,440.00
5. Training – NYS Retirement Online (New Program) – Syracuse, NY – October 6, 2017 – GPM – No Fee
6. Training – Managing Local Government – Potsdam, NY – October 10, 2017 – Trustee Hyde - \$40.00

### **Interim Clerk Report:**

EDU Changes: Three accounts were tabled at the August 14, 2017 meeting to be discussed further. As a result of conferring with W/WW Overstrom and the Assessor, Ms. Miller presented the following recommendations:

Account #914 (Sweet, G.): Change in classification from Mixed Use/Commercial to Motel. Change in assessed EDUs from 2 to 3, based on consumption.

Account #94 (Bertrand's Motel): Change in assessed EDUs from 2 to 3, based on consumption history.

Account #308 (H Riverside LLC): The Assessor reported she must make a physical inspection of the property, and will advise the Village once that has been completed. To clarify, the issue is the number of units located in the building. The owner states there are seven units at this time, but assessment records show nine units. The matter was tabled until the September 11, 2017 regular meeting.

Notice to Comply - Illicit Sewer Connections: Supt. Jones and W/WW Manager Overstrom are tracking the customers who have remedied the issue conveyed in recent correspondence. Follow-up is ongoing, and repairs to Village-owned properties will be performed on an ongoing basis.

Employment: To date, no responses have been received to the ad placed in the *Thousand Islands Sun*. Applications can be obtained from the Village office or by e-mail ([clerk@villageofclayton.org](mailto:clerk@villageofclayton.org)). The Board wishes to advise applicants that there is to be no smoking while on duty, in compliance with NYS law.

**New Business:**

Appointments – Joint Planning and Zoning Boards: Subsequent to the Town’s appointments to the Joint Planning Board and Joint Zoning Board of Appeals, Trustee Buker presented a **MOTION** to approve the appointment of Preston Lowe to the Joint Planning Board for a 7-year term expiring 12/31/2023. Trustee Hyde seconded; the motion was carried. Trustee Buker then presented a **MOTION** to appoint Lori Arnot to the Joint Zoning Board of Appeals for a 5-year term expiring 12/31/2021. Trustee Grybowski seconded; the motion was carried. The Town and the appointees will be notified and requested to come to the Village Clerk’s office to be sworn in within thirty (30) days of their appointment.

Appointment – Strawberry Lane LLC: Trustee Buker presented a **MOTION** to appoint Gail Christensen as a member of the Strawberry Lane LLC Board for a 5-year term expiring 08/21/2022. Trustee Hyde seconded; the motion was carried.

Water System Improvement Project: The Board approved the following notice for publication and distribution to inform the public of the upcoming start of construction.

<p style="text-align: center;"><b>PUBLIC INFORMATION NOTICE</b> <b>VILLAGE OF CLAYTON</b> <b>WATER SYSTEM IMPROVEMENTS PROJECT</b></p> <p>The Village of Clayton has issued the Notice to Proceed to contractors for the Water System Improvements Project, consisting of rehabilitation of the water treatment plant, painting the water tower, and installation of water mains along Route 12E, Zenda Road, Bartlett Point Road, and James Street (between State Street and Mary Street).</p> <p>Contractors working on the project are: W.D. Malone Trucking &amp; Excavating, Inc.; Continental Construction, LLC; S.C. Spencer Electric, Inc.; Hyde-Stone Mechanical Contractors, Inc.; and Global Contracting &amp; Painting, Inc.</p> <p>The project is expected to begin in September and will continue until the weather prevents further work, then will commence again in the spring of 2018. The Village appreciates your patience during this construction as we work to upgrade and enhance the reliability of our water supply infrastructure. Please contact the Village Office at 315-686-5552 with questions or concerns.</p>
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**Old Business:**

Clayton Historic District Improvement Project: No further information was available, therefore the matter was again tabled until information has been gathered to be presented to the public.

**Mayor’s Report:**

Riverwalk 3: Mayor Zimmer reported the progress meeting was rescheduled due to an emergency situation with one of the principals, but should be rescheduled for later this week.

International Tourism: Mayor Zimmer attended an event hosted by Senator Ritchie at the Remington Museum in Ogdensburg. The event concentrated on opportunities for events that “cross the border” with Canada, such as an international wine tour. Unfortunately, attendance was mainly Canadian, not many from our side of the border.

Homes for Our Troops: Mayor Zimmer received a nice letter from Luke McDermott, who expressed his excitement about finally being able to live in Clayton.

Cruise Ship: *Pearl Mist* is expected to be at the Thousand Islands Regional Dock at Frink Park on September 10-11.

**Public Comment:**

Richard Boyanski provided a list of unregistered vehicles to the Mayor, and inquired whether fines are issued. He is concerned that the law should be enforced. He also expressed concern regarding a downtown store that has displayed goods on the curb side of the sidewalk as well as along the front of the building. He noted an increase in the number of sandwich boards throughout downtown business area, stating he feels it is “trashy looking” and causes blockages in pedestrian traffic.

**Adjournment:**

At 6:43 p.m., Trustee Grybowski presented a **MOTION** to adjourn; Trustee Buker seconded; the motion was carried.

Respectfully Submitted,

Geneva Phelps Miller, Interim Clerk